

**DUNDURN RURAL WATER UTILITY**  
**Regular Meeting**  
**Minutes**

**Wednesday, September 16, 2020**  
**10:00 a.m.**

Minutes of a regular meeting of the Dundurn Rural Water Utility held at the Dundurn Rural Water Utility office at 401 2<sup>nd</sup> Street, Dundurn, Sask. and via ZOOM Video Conferencing on Wednesday, September 16, 2020.

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Present:

R.M. of Dundurn - David Aldred  
R.M. of Rosedale - Harold Dyck

Elected Members at Large: - Nelson Crowder - Murray McArthur  
- Rosalind Arndt, Administrator  
- Jason Bellina, Maintenance & Operations Supervisor

ATTENDED via: ZOOM Video Conferencing:

Town of Hanley: - Darice Carlson  
Town of Dundurn: - Eileen Prosser  
Elected Member at Large - Lloyd Gratrix  
Subject Matter Professional: - Michael Kuzma

Absent: R.V.'s of Thode & Shields: - Alan Thomarat

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The regular meeting was called to order by Vice-Chairman, Nelson Crowder at 10:04 a.m.

Nelson asked for nominations for Chair of Dundurn Rural Water Utility.

Nelson Crowder nominated Darice Carlson.

134/2020 PROSSER ) **THAT** nominations cease.

**CARRIED.**

At this point, Darice took over the meeting.

Darice asked for any conflicts of interest. None noted.

**1. APPROVAL OF AGENDA**

135/2020 CROWDER ) **THAT** the agenda be approved as presented.

**CARRIED.**

136/2020 McARTHUR ) **THAT** the Board appoints Michael Kuzma as Subject Matter Professional for this meeting and **THAT** Michael will be reimbursed one hundred dollars for attending this meeting.

**CARRIED.**

Past Chair, Dwayne Heidt asked for an email to be read to the Board. Rosalind read the email.

**2. NEW BUSINESS – OPERATIONS & MAINTENANCE REPORT**

Jason and Darice reviewed the Maintenance Operational Report, the SRC Water Sample Report, the Daily Water Sample Report and the Maintenance Monthly Hours Summary as attached.

**REVIEW OF 2021 TRUCK QUOTES**

137/2020 CROWDER ) **THAT** the Board approve the purchase of a 2021 Chevrolet Silverado 1500 truck from Sherwood Chevrolet for a total of \$32,675.75.

**CARRIED.**

Jason will check with Sherwood Chevrolet what they will offer for a trade-in of our 2017 Dodge truck.

138/2020 MCARTHUR ) **THAT** the Maintenance Operational Report, the SRC Water Sample Report, the Daily Water Sample Report and the Maintenance Monthly Hours Summary which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

10:29 a.m. – Jason left the meeting.

**3. REVIEW OF BOARD MEETING MINUTES FROM August 26, 2020**

139/2020 DYCK ) **THAT** the minutes from the August 26, 2020 meeting be approved as circulated.

**CARRIED.**

**4. BUSINESS ARISING FROM MINUTES (as stated on Agenda)**

- 4.a. Motion # 121/2020 – Email sent to subscriber – discussed under Maintenance
- 4.b. Motion # 123/2020 – Solar Panel signs – to be reviewed under Correspondence
- 4.c. Bronwyn Eyre meeting – A meeting has not been set yet with the Minister
- 4.d. Fire Commission meeting – A meeting will be held Monday, September 21, 2020  
- Murray and Lloyd will attend the meeting on behalf of the Board.

**5. NEW BUSINESS – CORRESPONDENCE**

- a. SAL Engineering – Elkwood Estates Expansion Project

140/2020 DYCK ) **THAT** the Board ratifies the email vote to award the Elkwood Estates Expansion Project to KMS Construction at a total value of \$107,614.50.

**CARRIED.**

- b. Saskatoon Fire Department – All deficiencies complete from annual inspection
- c. Sundawg Solar Inc. – Signage

Rosalind read the two emails received from Sundawg Solar regarding the removal of the signage at the Pump Houses.

141/2020 McARTHUR ) **THAT** notice will be sent to Sundawg Solar and Blaze Solar stating that the Board will stay with their original resolution to have the signs removed and any compensation for the removal of the signs should be dealt directly with the R.M.'s as they provided the original approval.

**CARRIED.**

- d. Saskatoon North Partnership for Growth – Input into P4G District Zoning Bylaw
- e. Town of Dundurn – Corporate Bylaw
- f. Resort Village of Thode – Appointee to DRWU Board
- g. Saskatoon North Partnership for Growth – Adoption of new P4G District Plan
- h. Sundawg Solar Inc. – 2nd email re: Signage
- i. Water Security Agency – Permit for Construction – Elkwood Expansion
- j. Resort Village of Shields – Board appointee
- k. Outgoing – Dundurn and District Fire Commission
- l. Outgoing – Resort Village of Thode – DRWU Appointee to Board
- m. Outgoing – Resort Village of Shields – DRWU Appointee to Board

142/2020 PROSSER ) **THAT** the Board ratifies the letters sent to the Resort Village of Thode and the Resort Village of Shields.

**CARRIED.**

143/2020 DYCK ) **THAT** the Correspondence, having been read, be accepted and filed.

**CARRIED.**

**10:53 a.m. – DELEGATION:** Tom Boehm, Team Power Solutions, Saskatoon

Jason re-joined the meeting.

Tom showed a Power Point presentation for an automated SCADA system at Pump House #1. This will be reviewed at the next Maintenance meeting.

11:30 a.m. – Tom Boehm and Jason Bellina left the meeting.

### **7. NEW BUSINESS – MONTHLY FINANCIAL REPORT**

144/2020 CROWDER ) **THAT** the Financial Report ending August 31<sup>st</sup>, 2020 as presented by Michael Kuzma, which is attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

11:45 a.m. Michael Kuzma left the meeting.

### **6. NEW BUSINESS – ADMINISTRATOR REPORT**

145/2020 DYCK ) **THAT** the Administrator's Report and Employee Payroll Reports for the August 26, 2020 meeting, which are attached to and form a part of these Minutes, be approved as presented.

**CARRIED.**

### **8. NEW BUSINESS – COMMITTEE REPORTS**

- a. **Maintenance Committee** – no meeting held
- b. **HR Committee** – no meeting held
- c. **Policy Committee** – no meeting held
- d. **Finance Committee** – no meeting held

### **9. ACCOUNTS PAYABLE REVIEW AND APPROVAL**

146/2020 CROWDER ) **THAT** the accounts from Cheque No. 4343 to Cheque No. 4352, along with other payments, a list of which is attached to and forms a part of the September 16, 2020 Minutes, be approved as presented.

**CARRIED.**

**10. NEXT MEETING DATES**

The Board discussed start time for future meetings. The Board has agreed to start the meetings at **9:30 a.m.**

- a. **Policy** Committee – Wednesday, **September 23**, 2020 – 9:30 a.m.
- b. **Maintenance** Committee – **October 19**, 2020 – 9: 30 a.m.
- c. **Finance** Committee – **October 21**, 2020 – 9:30 a.m.
- d. **Oct 2020 Regular Board Meeting** - Wednesday, **October 28**, 2020 – 9:30 a.m.
- e. **HR** Committee – at the call of the Chair

**11. ADJOURNMENT**

147/2020 DYCK ) **THAT** this meeting be adjourned.  
Time: 12:01 p.m.

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Darice Carlson, Chair

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Rosalind Arndt, Administrator